



Delaware National Estuarine Research Reserve Request for Proposals for Coastal Research Grants

Request for Proposals

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Delaware National Estuarine Research Reserve
Department of Natural Resources and Environmental Control

I. INTRODUCTION and PROJECT DESCRIPTIONS

Purpose of Solicitation:

The Delaware National Estuarine Research Reserve (DNERR) of the Department of Natural Resources and Environmental Control is announcing the availability grant funding for projects that help fulfill the DNERR Research Goal “To further the understanding of historic and current conditions and processes of the estuary to improve science-based decision making for proper management of the State’s estuarine resources”. This RFP will support hydrodynamic research at the Blackbird Component of the DNERR.

Project Descriptions:

Watershed Delineation and Hydrodynamic Analysis

Various reforestation and restoration activities are planned for the Blackbird component of the Delaware National Estuarine Research Reserve. To support these undertakings and monitor their effectiveness several other items must be performed.

1. The numerous sub-watersheds, on the scale of $\sim 10\text{km}^2$, of the Blackbird Component are to be delineated to be used in hydrologic research of the DNERR. The final product will be GIS layers of the sub-watersheds based on existing LIDAR information verified with field observations.
2. Construction of two weirs to measure stream flows along proposed restoration area. The weirs are to be made of natural materials to be aesthetically compatible with the surroundings and monitored by pressure transducers with data collection at 30 minute intervals. Final report will include discharge calculations for baseline conditions and storm events.
3. Benchmark Installation for long-term monitoring of restoration. Ten permanent benchmarks are to be installed along the proposed restoration area of the Blackbird Component of the DNERR. Approximately 50 other temporary benchmarks will be installed along the reach. These benchmarks will be used to monitor short and long term stability and success of the restoration efforts. The final product will include a GIS layer with the location, identifier and elevation of all benchmarks installed.
4. Analysis and recommended design to prevent erosion of tributary adjacent to planned restoration activities. This activity will include surveys, grain size analysis and recommendations for restoration using natural materials. The final product will include results from all data collection and surveys and recommended design and long-term monitoring protocols.

Important Dates and Grant Schedule:

May 10, 2012	Proposals due to Delaware Coastal Programs office no later than 3:00 pm . <i>Applications received after that time will not be reviewed.</i>
On or before May 21, 2012	Grant awards announced and recipients notified
March 15, 2013	Project completion deadline

II. ELIGIBILITY REQUIREMENTS

Applicant Requirements:

Applicants may be any academic institution or not-for-profit organization working at the local level within the State of Delaware.

Award Information:

Funding for the project receiving a grant award will not exceed \$18,000. The Delaware National Estuarine Research Reserve is providing financial support for projects through the National Oceanic and Atmospheric Administration (NOAA). The award recipient is required to comply with all federal laws and guidelines pertaining to the use of federal funds.

Matching Requirements:

Funding received under this grant program must be matched dollar for dollar (a 50:50 cost share ratio) by non-federal, state, or local cash or in-kind services. For example, if \$15,000 in federal funds is requested, \$15,000 in state, local, or some other non-federal funds must be shown as match. A variety of expenses can be considered as match including in-kind services, waiving of graduate student tuition and or fees, student advisor time, volunteer hours, non-federal state or local cash. Deferral of overhead cannot be used as match. For additional information please contact the Delaware National Estuarine Research Reserve Office at (302) 739-3436

Ineligible costs:

Funds may not be used for construction costs, scholarships to individuals, deficit reduction activities, projects that have already been completed, or for those activities that constitute legally required mitigation for the adverse effects of an activity regulated or otherwise governed by state or federal law.

Project Duration:

Work conducted for the project is to be complete by March 15, 2013. Award recipients will be required to submit quarterly status reports and will be notified of specific reporting requirements in the grant award agreement.

III. HOW TO APPLY

Submission of Proposals:

One (1) signed original **AND** one (1) electronic copy of the proposal and any supporting materials must be submitted to Delaware Coastal Programs Office at the following address **no later than 3:00 pm, May 10, 2012.**

ATTN: DNERR Grant Application

Patricia Hoffman
Delaware Coastal Programs
Delaware National Estuarine Research Reserve
5 E. Reed Street, Suite 201
Dover, DE 19901

Grant Application:

Grant applicants must contain the following information to be considered a complete application:

Cover Page: The cover page should include the proposal title, Principal Investigator(s) including contact information, Beginning/completion date of project, requested amount of funding, technical and administrative contacts. This page should include the signature of the responsible party submitting the proposal.

Abstract: Include a short abstract of the project suitable for public distribution and federal grant reports. (1- 2 paragraphs)

Scope of Work: This section should concisely describe the outcomes of the proposal. It should describe in detail the methods and analyses that will be performed. All results must be statistically valid and defensible. (1-2 pages)

Time Schedule and Benchmarks: This section should break down the Scope of Work into tasks with target dates for completion of each task. It should list target milestones, and timelines. This information will also be used to develop payment schedule. (1 page)

Project Budget: This section should provide a detailed budget description and a brief narrative justification of the budget. It should include the amount requested and itemize all expenditures such as personnel, travel, equipment, supplies, contractual costs, indirect costs, and non-federal match sources and amounts. (1 page)

CV: Short (1-2 page) CV of all investigators listed on the proposal

Any project not containing the information outlined above may be disqualified.

IV. SELECTION PROCESS

Each project proposal will receive an initial screening by the Delaware National Estuarine Research Reserve to ensure the application meets basic eligibility criteria. A committee of resource experts will then review and rank the eligible proposals and will make recommendations for funding based upon those rankings.

Proposal Review and Ranking Criteria:

Technical merit (60%)

- Project will deliver tangible, defensible result
- Proposed outcomes meet the intent of the RFP
- Methods and analyses described are appropriate to meet the goal of the RFP

Cost effectiveness and budget detail (20%)

- Detailed budget
- Properly identified match
- Overall cost effectiveness

Investigator(s) Qualifications (20%)

- Investigator(s) have the knowledge and experience to successfully complete the project

V. GRANTEE RESPONSIBILITIES

Award recipients will be required to submit quarterly status reports and will be notified of specific reporting requirements in the grant award agreement. The Delaware National Estuarine Research Reserve is providing financial support for projects through the National Oceanic and Atmospheric Administration (NOAA). All award recipients are required to comply with all federal laws and guidelines pertaining to the use of federal funds.

VI. CONTACT INFORMATION

For further details regarding the Delaware National Estuarine Research Reserve Coastal Research Grant Program applicants may contact:

Robert Scarborough, Ph.D.
DNERR Research Coordinator
Bob.Scarborough@state.de.us
(302) 739-9283 or (302) 739-3436

or

Kimberly Cole
DNERR Manager
Kimberly.Cole@state.de.us
(302) 739-3436

The Department of Natural Resources and Environmental Control solicits and encourages Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) in all service contracts and is committed to affirmative action, equal opportunity, and diversity of its workforce.